

November 1, 2016

**Department of Health (DOH)
Family Health Services Branch
Women, Infants and Children (WIC) Services Branch**

**REQUEST FOR INFORMATION (RFI)
RFI Number WIC-RFI-560-17-01**

**WIC Services (mandatory) and/or Breast Feeding Peer Counseling (BFPC) Services
(optional) (Statewide)**

PURPOSE OF THIS REQUEST FOR INFORMATION:

- ☒ To obtain community input in preparation for developing a Request for Proposal (RFP) for WIC services.

The State of Hawaii, DOH, WIC Services Branch is requesting interested current and prospective Community Health Partners, to provide information and feedback that will assist WIC as it develops an RFP to procure WIC clinic services on all islands in the State of Hawaii for the period October 1, 2017 through September 30, 2023.

Specifically, we would like an expression of interest in order to expand the provision of WIC services to eligible participants located in underserved communities throughout the State of Hawaii.

SERVICE DESCRIPTION:

The WIC Services Branch is the State Agency for the federal WIC program and coordinates the provision of services to income eligible pregnant women, who are breastfeeding up to one (1) year postpartum and non-breastfeeding up to six (6) months postpartum, infants, and children under five (5) years of age found to be at nutritional risk, at no cost to participants, specific supplemental foods; health/social services referrals, information and support for breastfeeding, including the loan of electric breast pumps; distribution of manual breast pumps, nutrition education and individualized counseling to meet each individual's dietary needs, anemia screening and address specific nutritional risks.

Approximately 30,000 participants are issued benefits monthly. Services are currently provided through 16 Local Agencies (LAs) on six islands (Oahu, Hawaii, Maui, Molokai, Lanai and Kauai). There are eight (8) State-run LAs (Windward, Leeward, Pearl City, Wahiawa, Hilo, Kona, Kauai and Maui) and eight (8) Purchase of Service (Provider) LAs [Bay Clinic Inc., Community Clinic of Maui (Malama I Ke Ola Health Center), Kalihi-Palama Center, Kapiolani Medical Center for Women and Children, Kokua Kalihi Valley, Molokai Ohana Health Care, Inc., Waianae Coast Comprehensive Health Center, and Waimanalo Health Center] statewide. Services are provided at these clinics and satellite sites throughout the State.

INFORMATION REQUESTED:

Interested parties are invited to submit information addressing any or all of the following areas:

1. Does your organization currently provide, or have you provided in the past, WIC Services?

☐ Yes

☐ No

2. If an RFP is issued for WIC Provider Services, is your organization interested in submitting a proposal?

☐ Yes

☐ No

If yes, is your organization prepared or interested in providing the service on your island only, multiple islands, or island-wide?

☐ Single Island Only: (Specify) _____

☐ Multiple Islands: (Specify) _____

☐ Island-wide: (Specify) _____

3. Please identify any local demographic or geographic concerns, issues or other special conditions existing in your community (specify county and/or community) that WIC should take into consideration in developing an RFP for WIC Provider Services.

SUBMITTAL DEADLINE FOR RESPONSE TO THE RFI:

We appreciate your written comments by **November 22, 2016**.

Written responses or comments may be submitted by email to Lorie Mimura at lorie.mimura@doh.hawaii.gov.

DATE AND LOCATION OF ORIENTATION MEETING:

WIC Services Branch does not intend to hold an orientation meeting as part of this RFI.

WIC SERVICES BRANCH CONTACT PERSON:

Responses/comments to this RFI or questions concerning it should be addressed to:

WIC Services Branch
Attention: Contracts Unit
235 South Beretania Street, Suite 701
Honolulu, Hawaii 96813
Telephone: (808) 586-4774
Toll Free: (888) 820-5425

WEBSITE FOR MORE INFORMATION:

More details about the program can be found at <http://health.hawaii.gov/wic/>. Please contact WIC for service specifications on certification, supplemental foods, nutrition education, management requirements, reimbursements, staffing and facility requirements.

INTERESTED PARTIES SHOULD NOTE THE FOLLOWING:

1. Participation in this RFI process is voluntary and does not require a response to any subsequent procurement action by WIC.
2. Participation in this RFI process is optional and is not required in order to respond to any subsequent procurement.
3. Neither WIC nor any interested party responding has any obligation under the RFI.
4. WIC reserves the right to incorporate in the RFP, when issued, for such a contract, any recommendations received in response to this RFI.
5. This RFI does not commit DOH/WIC Services Branch to solicit or award a contract or pay any costs incurred in the preparation of information submitted. DOH/WIC reserves the right to accept, reject, or utilize without obligation, any information submitted in response to this RFI.